



Bureau of HIV and STD Prevention

HIV/STD Clinical Resources Division
HIV/STD Epidemiology Division
HIV/STD Health Resources Division

Est. May 17, 1999

Rev. May 17, 1999

HIV/STD Policy No. 500.005

CONTRACTOR REVIEW OF HIV/AIDS AND STD WRITTEN AND/OR PICTORIAL MATERIALS INTENDED FOR PUBLIC USE

PURPOSE

This policy requires that contractors of the Texas Department of Health (TDH), Bureau of HIV and STD Prevention (Bureau) utilize a Program Materials Review Panel to review and approve written and/or pictorial materials related to HIV/AIDS and STD prevention. These materials, which are to be used and distributed in the local service area, may be developed locally or purchased.

BACKGROUND

A significant portion of the Bureau's mission is to prevent and control the spread of HIV and other sexually transmitted diseases (STD) by providing education and information to the public and providing guidance to those who oversee, plan for, or provide educational and informational materials. As the lead agency in the state for funding prevention activities, the Bureau is given the authority and responsibility of requiring that written and/or pictorial materials be designed in conformance with federal law.

AUTHORITY

V.T.C.A., Health and Safety Code, 81.022 and Chapter 85; 97 TAC, §97.142; 98 TAC, §§98.61, 98.64, 98.66 and 98.68; U.S. Centers for Disease Control (CDC) and Prevention' "CONTENT OF AIDS-RELATED WRITTEN MATERIALS, PICTORIALS, AUDIOVISUALS, QUESTIONNAIRES, SURVEY INSTRUMENTS, AND EDUCATIONAL SESSION IN CENTERS FOR DISEASE CONTROL ASSISTANCE PROGRAMS" Interim Revisions June 1992, and the Preface to the CDC Guidelines on Program Materials Review HIV Division, Texas Department of Health, April 1994.

DEFINITIONS

Written and/or pictorial materials	includes such items as pamphlets, fliers, brochures, questionnaires, survey instruments, motion pictures, slide shows, video tapes, posters, slides, drawings, or paintings
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CDC GUIDELINES

Each Bureau contractor is required to follow the CDC guidelines and the TDH Preface relative to the content of AIDS-related written materials. Questions regarding these requirements should be directed to the Bureau's HIV/STD Health Resources Division, Field Operations Branch.

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2 DATE OF LAST REVIEW:
3 November 13, 2002 Converted format from WordPerfect to Word.